

Fall 2013 Illinois Coastal Grants- PLANNING

The grantee is responsible for being in compliance with all items contained within the grant agreement. The following list of highlights is intended as a reminder of the main items contained within the grant agreement and does not supplant, add to, or replace the grant agreement.

Highlights

- This is a reimbursement grant, so you must spend other funds first and then get reimbursed.
- Reimbursable work on your project can begin as of the Award Date: **April 19, 2014**
- Reimbursable work must be completed no later than **October 18, 2015**. No extensions can be granted.
- All requests for reimbursement are due no later than **November 15, 2015**. Requests received after that date will not be paid.
- Grantees will undertake work as described in their grant proposal. Budget or scope modifications must be pre-approved by ICMP.
- Due dates for quarterly grant performance reports and quarterly reimbursement requests are listed on the printable calendar on the next page and in the grant agreement.
- Quarterly grant performance reports and reimbursement requests must be submitted on the provided forms.
- At least one printed and one electronic copy of all final materials such as reports, planning documents, curricula, pamphlets, maps, etc. produced as part of the grant-funded project must be included with the final report.
- If the principal contact person for your organization changes, please contact us as soon as possible to ensure that communications are making it to the right person.
- If your grant budget includes equipment items (costing \$100 or more), you will be required to document and maintain control of the equipment in accordance with Property Control System requirements. A Federal Equipment Form is available on the grant implementation website (<http://www.dnr.illinois.gov/cmp/Pages/summer2013.aspx>).
- Grantees must comply with all applicable state and federal requirements. Please read the grant agreement carefully and let us know if you have any questions about compliance.
- All records and documents related to this grant must be maintained for a minimum of 3 years following project completion. More details are provided in the implementation booklet and in the grant agreement.

Fall 2013 Illinois Coastal Grants- PLANNING Calendar and Contact Info

2014		
July	15	1st Performance Report Due (04/19/14 to 06/30/14)
October	15	2nd Performance Report Due (07/01/14 to 09/30/14)
2015		
January	15	3rd Performance Report Due (10/01/14 to 12/31/14)
April	15	4 th Performance Report Due (01/01/15 to 03/31/15)
July	15	5 th Performance Report Due (04/01/15 to 06/30/15)
September	30	End of Grant Period. Project tasks must be completed by this date to be reimbursable
October	31	Final Report Due (07/01/15 to 10/18/15)
November	15	All Reimbursement Requests must be in. No exceptions.

Grants Program Contact:

Lisa Cotner
Natural Resources Specialist, Coastal Grants Program Manager
Phone: 312-814-6414, DNR.CMP@illinois.gov

Mailing Address:

Illinois Department of Natural Resources
Coastal Management Program
160 N. LaSalle Street, Suite S-703
Chicago, IL 60601
Attn: Coastal Grants Program
Main Office Number: 312-814-3123
Fax: 312-793-5968

